

**Friends of the Poynette Area Public Library**  
**Poynette, Wisconsin**  
**Constitution and Bylaws, Revised May, 2006**

Membership rates changed April 2001

**Article I Name**

The name of this association shall be The Friends of the Poynette Area Public Library

**Article II Purpose**

The purpose of this organization shall be to promote knowledge of functions, resources, services and needs of the library; to participate in development of programs for the extension and improvement of library services and resources; and to aid in the provision of adequate housing and other facilities for the library.

**Article III Membership**

Section 1: Membership is open to all individuals and organizations interested in its purpose.

Section 2: There shall be the following classes of memberships:

Individual: \$10.00

Annual Family: \$20.00

Annual Community Organization \$50.00

Lifetime Individual: \$150.00

Lifetime Family: \$250.00

Dues for the memberships shall be established by membership present at any meeting by two-thirds vote. Dues shall be payable on or before the first day of the calendar year.

**Article IV Meetings**

Section 1: Annual meeting of the general membership shall be held in the spring of each year for the purpose of election of the Executive Board, to receive various reports, discuss major projects for the upcoming year and to enact any other business.

Section 2: The Executive Board shall call additional meetings of the general membership as needed. Members will receive at least one week's notice of meetings.

Section 3: Each member at large who attends the board meeting shall be entitled to one vote. A quorum shall consist of those present and voting, provided appropriate notice has been given according to Article IV Section 2 of these by-laws.

**Article V Executive Board**

Section 1: The Executive Board shall consist of the President, Vice President, Secretary, Treasurer, and up to five directors. The Director of the Poynette Area Public Library and a representative of the Poynette Area Public Library Board shall serve as ex-officio members of the Executive Board.

Section 2: The Executive Board members shall be nominated by a committee chosen by the Executive Board. Additional nominations may be made from the floor at the Annual Meeting. All nominations shall be made with the consent of the nominee.

Section 3: Executive Board members shall be elected by a majority vote of those present at the Annual Meeting. Terms of office shall be two years and shall begin immediately following the Annual Meeting.

Section 4: Vacancies shall be filled by appointment of the Executive Board until the next regular election.

Section 5: Terms of Executive Board membership will be staggered with one half of the board being replaced during even years and the other half of the board being replaced during odd years.

### ***Article VI Duties of the Executive board***

Section 1: The Executive Board shall serve as the steering body for the organization. Planning, goal setting, by-law revise, and consideration of suggestions by the general membership shall be included in this general function.

Section 2: The Executive Board shall have the authority to appoint committees consistent with the purposes of this organization.

Section 3: Officers shall have the usual duties and authority exercised by officers of a non-profit organization as well as the following specific duties

- a) The president shall also serve as general coordinator for the organization's activities
- b) The vice-president shall be in charge of membership recruitment and membership recorder
- c) The secretary shall serve as historian
- d) The treasurer shall be in charge of dues and other monies
- e) The directors shall be in charge of coordinating duties as assigned

### ***Article VII Amendments***

Amendments to this Constitution and By-Laws may be made at any meeting of the general membership by a two-thirds vote of those present.

### ***Article VIII Funds***

Section 1: All funds accruing to the organization shall be deposited to the account of The Friends of the Poynette Area Public Library and shall be disbursed by the treasurer as authorized by the board.

Section 2: An annual report shall be made of the organization's accounts at the Annual Meeting.

### ***Article IX Procedures***

The president shall decide the meeting procedure. If additional procedural guidance is needed, the president shall invoke Robert's Rules of Order, Revised.

### ***Article X Dissolution***

In event of dissolution of this organization, any assets remaining shall be paid to the Poynette Area Public Library.